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Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training
 THRU : Chief, Plans and Policy Staff
 FROM : Chief, Language and External Training School

DATE: 3 February 1955

SUBJECT: Weekly Activities Report
 26 January - 1 February

A. SIGNIFICANT ITEMS

None

B. OTHER ACTIVITIES

1. The regular monthly Qualifications Review Panel met on 31 January and considered the qualifications of 7 candidates for intensive full-time language training at external facilities and 5 candidates for the special LETS semi-intensive course in German that has been developed to meet the suggestions of Dr. [] for a half-time study, half-time work for JOT's. Participation in the panel included persons from OTR (A&E/S, LETS, and JOT), EE, TSS, SO and NEA.
2. Six members of the staff made a two hour visitation to the Navy Language School in order to (1) become better acquainted with the staff of the school, (2) to exchange views on language training problems and (3) to observe instructional techniques and practices. Four members of the staff made a similar visit to the language school of the National Security Agency. In the course of the visit to the Navy Language School six of the seven Agency trainees in Russian and Chinese were observed in action in the class-rooms.
3. FE has been requested to indicate clearly assignments they are prepared to authorize for the five persons in Program G, three of whom are now in [] and two of whom are at the University of Michigan. FE has indicated that they will give us definite word by 10 March and it has been recommended to FE that one person in each group be continued for at least one more year in intensive language study and that the other three persons be terminated from training on 30 June 1955, and that all be given field assignments that will permit them an opportunity to assimilate the language training to which they have been exposed and to advance their grasp of the language to a point where they will not lose a major portion during a Headquarters assignment.

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JOE NO. 45 NO CHANGE
 IN CLASS/ DECLASS/ CLASS CHANGED TO: 45 NO CHANGE
 NEXT REV DATE 09 DEC 29 1955
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